REPORT REQUIREMENT TYPES

1. Reports required by a specific DD/S component prepared for use within the component. In other words, it is a report required by a component for its own internal use.

2. Reports required by any component of the DD/S Directorate levied either by Regulations, memorandum, or some other form which are prepared Agency wide. In other words, it is a DD/S Directorate requirement of all other CIA components. Example: RAB levies a yearly requirement in other components in the Agency for a records inventory report.

3. Reports required by other CIA components from DD/S offices. Example: DD/P asks Commo for a [_____] pouch inspection report.   STAT

4. Reports required by governmental Agencies external to CIA.

5. Any report required by OPPB.

6. Reports required by the DD/S (himself) or his Executive Office of DD/S Directorate components.

7. Reports required by any DD/S component to be prepared by other DD/S component only. This may mean one DDS Office component or all components.

8. Reports required by any DD/S component to be prepared by another (specific) Agency component other than DD/S. This differs from Category 2 in that Category 2 includes all Agency components whereas Category 8 deals only with specific components not an Agency wide requirement.

9. Reports required by DD/S components to be prepared by Agencies or offices external to CIA.

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